

**Minutes of Kingsclere Parish Council Finance & Establishment Meeting,
held at 7.30pm on Monday 21st November 2016 at the Village Club**



- F&E 05/16 Present:** Cllrs. Sawyer J (chair); Bowes; Farey; Price; Sawyer F: Clerk – L Porton. **Action**
- 05/16.1 Apologies:** None
- 05/16.2 Declarations of interest:** None
- 05/16.3 Minutes:** The minutes of the meeting on 17th October 2016, signed off at the OM on 31st October 2016 were reviewed.
- 05/16.4 Matters Arising:**
04/16.7 Tennis Club current rent £316.95; Bowls Club current rent £380.57. Following the recent news of the reduced funding from the borough the meeting should reconsider the Allotment rents.
04/16.9 The mowing and maintenance contract has a 0% increase for 2017/18.
- 05/16.5 Review of Cemetery Fees:** As the last fee increase was introduced 1st April 2015 it was considered a 5% increase would not be unreasonable (with rounding up).
Resolved – 5% increase in fees from 1st April 2017
- 05/16.6 Review of Precept and Limited Grant for 2017/18:**
The Limited General Grant of £1,100 has been withdrawn for 2017/18 and the Council Tax Support (CTS) Grant has been reduced by 33% to £2578.00 for 2017/18 with a further reduction of 66% in 2018/19. CTS will be fully removed in 2019/20. The total loss of income for KPC in 2017/18 will be £2389.00. If KPC wish to keep income at the same level as 2016/17 an increase of over 5% will be required on the precept. The precept requirement will be agreed at the January 2017 meeting.
- 05/16.9 As no public or press were present, the meeting resolved to move forward item 05/16.9 to consider wage increases before budgeting.**
Staff Salaries: The clerk is on the National Salary Award scale set by NALC. The rate recommended for 2017/18 including additional employers pension and NI contributions was considered.
Resolved – Clerks salary to be increased according to NALC scale in April 2017.
There are no official increases announced yet for the Litter Wardens pay scale. Unison has suggested an increased figure which including additional pension contributions, was calculated to aid with budgeting salaries.
The increase in staff salaries for 2017/18 has been calculated at £568.56.
- 05/16.7 To consider and finalise Budgetary Requirements for 2017/18:**
i) Staff Salaries: Budget for 2016/17 was £32,000 but calculations show this could be reduced to £29,000 for 2017/18.
ii) Capital Expenditure: The £10,000 allocated from reserves for 2017/18 should be shown on a separate account so that it is not calculated for the precept requirements. Therefore Capital Expenditure should show £1000.
iii) Allotments: Reduce budget by £200 as this had been inflated last year for additional planned works.
All other figures to remain as per October's draft.
Expenditure budget reduced to £61,470 for 2017/18. In light of this the Allotment rents will remain unchanged for 2017.
Therefore, it is anticipated that the precept required for 2017/18 will be £43187.00, an increase of £1841.00.
- 05/16.8 Date of Next Meeting:**
Monday 16th January 2017, 7:30pm in The Holding Room at The Village Club.

There being no further business, the meeting closed at 20:32pm

Signed:.....
Chairman

Date:.....

Signed:.....
Parish Clerk

Date:.....